

Section 4: Drills

☐ **Fire Drill:**

Initial notifications	Familiarity with duties	Space isolation
General alarms / signals	Familiarity with equipment	Smoke control
Crew response	Fire pumps started	Arrange care of passengers
Properly dressed / equipped	Two jets of water	Communications w/ bridge
Language understood by crew	Fire doors and dampers	

- ☐ Test main and emergency fire pumps at 2 hose stations (one as high as possible, and one as far from high hose station as possible)

(SOLAS 74/78 III/18.3; MSM Vol. II/22.C.7.i; NVIC 6-91)

Location: _____ Time on Scene: _____

Notes:

[illegible]

☐ **Abandon Ship Drill:**

General alarms / signals	Familiarity with duties	Boat release
Muster lists	Provide equipment	Boat operation
Muster of crew / passengers	Familiarity with equipment	Egress procedures
Crew response	Lower lifeboat	Davit-launched liferaft drill
Language understood by crew	Brake operation	Communication w/ bridge
Lif jackets	Engine start	Lighting

- ☐ Number of lifejackets spot-checked Adults _____ Children _____

(SOLAS 74/78 III/18.3; MSM Vol. II/22.C.7.h)

Location: _____ Time to Water: _____

Notes:

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Section 3: Examination Items

Vessel Security and Terminal Security Measures:

NOTE: Guidance on vessel / terminal security measures is detailed in NVIC 3-96.

- ☐ Security guards
- ☐ Baggage screening procedures
- ☐ Passenger and crew safety / security measures
- ☐ Terminal physical security measures
- ☐ Procedures for loading ship provisions

General Walk-through of Vessel Spaces:

- ☐ Spaces examined to ensure no modifications have taken place, and for the existence of safety hazards
 - Engineroom
 - Machinery spaces
 - Galley
 - Accommodation spaces
- ☐ Watertight doors
 - Local control by hand No. _____
 - Local control by power No. _____
 - Remote control by hand No. _____
 - Remote control by power No. _____
 - Total installed _____
- ☐ Fire doors
- ☐ Portable fire extinguishers
- ☐ Fire stations
- ☐ Sprinkler stations

Notes: _____

Nonconforming Vessel. Any vessel failing to comply with one or more applicable requirements of U.S. law or international conventions is a nonconforming vessel. A nonconforming vessel is not necessarily a substandard vessel unless the discrepancies endanger the vessel, persons on board, or present an unreasonable risk to the marine environment.

Substandard Vessel. In general, a vessel is regarded as substandard if the hull, machinery, or equipment, such as lifesaving, firefighting and pollution prevention, are substantially below the standards required by U.S. laws or international conventions, owing to:

- The absence of required principal equipment or arrangement;
- Gross noncompliance of equipment or arrangement with required specifications;
- Substantial deterioration of the vessel structure or its essential equipment;
- Noncompliance with applicable operational and/or manning standards; or
- Clear lack of appropriate certification, or demonstrated lack of competence on the part of the crew.

If these evident factors as a whole or individually endanger the vessel, persons on board, or present an unreasonable risk to the marine environment, the vessel should be regarded as a substandard vessel.

Valid Certificates. A certificate that has been issued directly by a contracting government or party to a convention, or on the behalf of the government or party by a recognized organization, and contains accurate and effective dates, meets the provisions of the relevant convention, and corresponds to the particulars of the vessel and its equipment.

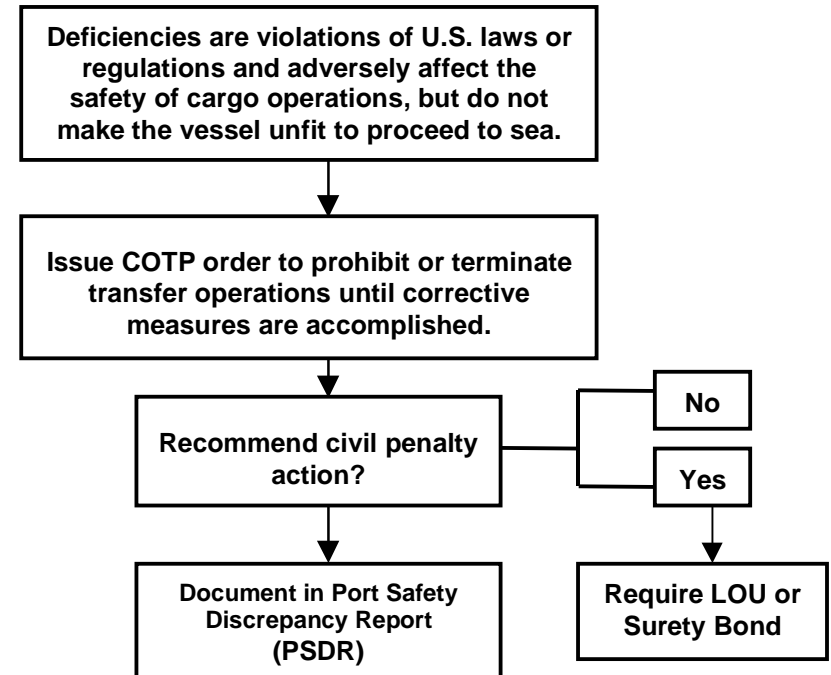
Certificates and Documents:

<input type="checkbox"/>	Safe Manning Document	SOLAS 74/78 V/13 IMO Res.A.481(XII)
	<ul style="list-style-type: none"> Manning in accordance with document NOTE: If vessel does not have a Safe Manning Document or is not manned in accordance with Safe Manning Document, local Consulate must be contacted and the deficiency resolved prior to vessel's departure from port. Review copy of crew list 	
<input type="checkbox"/>	Lifeboatmen certificates	SOLAS 74/78 III/10
<input type="checkbox"/>	Liferaft servicing certificate	SOLAS 74/78 III/19.8
<input type="checkbox"/>	Fire extinguishing certificate	SOLAS 74/78 II-2/6
<input type="checkbox"/>	SOLAS training manual	SOLAS 74 III/51
	<ul style="list-style-type: none"> Contents Availability to crew 	
<input type="checkbox"/>	Exemptions to SOLAS certificates	SOLAS 74/78 I/4
<input type="checkbox"/>	Muster lists and emergency instructions	SOLAS 74 III/53 SOLAS 74 III/50
	<ul style="list-style-type: none"> General emergency alarm signal Process for ordering abandon ship Duties assigned to crew members Duties of crew in relation to passengers Officers assigned to ensure lifesaving appliances are maintained in good condition and ready for immediate use Substitutes for disabled key persons Approved format 	

Notes: _____

Requiring Corrective Measures Prior to Cargo, Bunkering or Lightering Operations

(NO DETENTION)



Examples include the following:

- Oil transfer procedures incomplete.
- Information on properties and hazards of cargoes not on board.
- High and low level alarms inoperative.

Section 2: Certificates and Documents

International Certificates:

Name of Certificate	Issuing Agency	ID #	Port Issued	Issue Date	Exp. Date	Endors. Date
Certificate of Registry No Change						
Classification Document No Change						
Certificate of Financial Responsibility (COFR) No Change	USCG					
Passenger Ship Safety (PSS) No Change						
International Load Line (ILL) No Change						
International Oil Pollution Prevention (IOPP) No Change						

Requiring Corrective Measures Prior to Entry

Deficiencies discovered prior to a vessel's entry into port present such a grave risk to the port or the environment that the OCMI/COTP may wish to prevent the vessel from entering port until the deficiencies are corrected.



Issue COTP order if the vessel is within the territorial sea.

Examples include the following:

- Leaking tanks.
- Carrying dangerous cargoes with expired documents.
- Carrying incompatible cargoes.
- Invalid ISM certificates.
- COFR not on board.

Involved Parties & General Information:

Owner's Agent
Individual
Phone Number

Charterer's Agent
Individual
Phone Number Same as Owner's Agent

Owner—Listed on DOC or COFR
No Change

Operator
No Change

Notes: _____

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Notes: _____

This image shows a full page of blank handwriting practice paper. It features approximately 28 evenly spaced horizontal blue lines across the entire page, providing a guide for letter height and placement. The lines are consistent in color and thickness throughout.

Total Time Spent Per Activity:

Regular Personnel (Active Duty)			
ACTIVITY TYPE	ACTIVITY	TRAINING	(PERS) MI

TOTAL ADMIN HOURS	TOTAL TRAVEL HOURS
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Reserve Personnel			
ACTIVITY TYPE	ACTIVITY	TRAINING	(PERS) MI

TOTAL ADMIN HOURS	TOTAL TRAVEL HOURS
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Auxiliary Resources	
TOTAL BOAT HOURS	TOTAL AIRCRAFT HOURS

Conversions:

Distance and Energy				
Kilowatts (kW)	X	1.341	=	Horsepower (hp)
Feet (ft)	X	3.281	=	Meters (m)
Long Ton (LT)	X	.98421	=	Metric Ton (t)
Liquid (NOTE: Values are approximate.)				
Liquid	bbbl/LT	m ³ /t	bbbl/m ³	bbbl/t
Freshwater	6.40	1.00	6.29	6.29
Saltwater	6.24	.975	6.13	5.98
Heavy Oil	6.77	1.06	6.66	7.06
DFM	6.60	1.19	7.48	8.91
Lube Oil	7.66	1.20	7.54	9.05
Weight				
1 Long Ton	=	2240 lbs	1 Metric Ton	= 2204 lbs
1 Short Ton	=	2000 lbs	1 Cubic Foot	= 7.48 gal
1 Barrel (oil)	=	5.61 ft = 42 gal = 6.29 m ³	1 psi	= .06895 Bar = 2.3106 ft of water
Temperature: Fahrenheit = Celsius (°F = 9/5 °C + 32 and °C = 5/9 (°F – 32))				
0	=	-17.8	80	= 26.7
32	=	0	90	= 32.2
40	=	4.4	100	= 37.8
50	=	10.0	110	= 43.3
60	=	15.6	120	= 48.9
70	=	21.1	150	= 65.6
200	=	93.3	250	= 121.1
300	=	148.9	400	= 204.4
500	=	260	1000	= 537.8
Pressure: Bars = Pounds per square inch				
1 Bar	=	14.5 psi	5 Bars	= 72.5 psi
2 bars	=	29.0 psi	6 Bars	= 87.0 psi
3 Bars	=	43.5 psi	7 Bars	= 101.5 psi
4 Bars	=	58.0 psi	8 Bars	= 116.0 psi
9 Bars	=	130.5 psi	10 Bars	= 145.0 psi